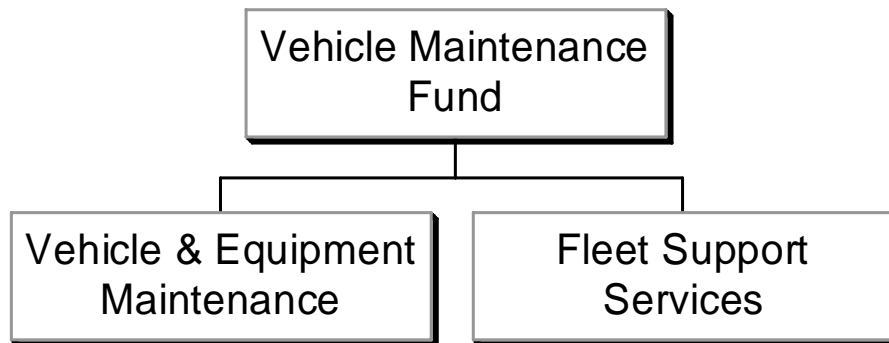


# Vehicle Maintenance (Fund 12)



## **Vehicle Maintenance Fund**

### **Mission:**

To enable the success of our customers by providing efficient and effective fleet maintenance and asset management.

### **Goals:**

- Sustain Public Safety vehicle down time.
- Monitor and improve parts inventory turnover, parts obsolescence and order fill capability.
- Actively pursue cost savings in materials through bid processes and alternative products.
- Monitor and improve technician accountability.

### **Implementation Strategies for FY2007:**

- Technician accountability will be monitored in terms of direct and indirect labor. Indirect labor is time spent on projects other than vehicle and equipment repair. Improvements in technician accountability will sustain public safety down time goals while the fleet ages and experiences growth.
- Establishment of an auto ordering system will improve parts efficiency by improving inventory turn over and minimizing stocking levels.
- Parts categories such as tires, batteries and filters will be evaluated on a continuing basis. Evaluating other localities contracts as well as state contracts is part of this on-going process. Special emphasis will be given to products with extended warranties.
- Benchmarking parts fill rates will improve parts turnover efficiencies and support minimal down time. Our goal is to fill 90% of parts requests within 2hours.

### **Budget Issues:**

- In FY2003, an administrative support position was transferred from General Services Administration to fully support the operation.
- In FY2006, funding was for an increase in work-as-required to meet the needs of operational growth. Funding was also for fuel, repairs, an upgrade to MS Office software and equipment.
- For FY2007, funding reflects the addition of an Equipment and Auto Technician position, increases for fuel, repair and maintenance supplies and the routine replacement of vehicles.

**VEHICLE MAINTENANCE FUND  
FUND 12  
FUND BALANCE SUMMARY FISCAL YEARS 2006 - 2007**

Beginning Fund Balance 7/1/2005		\$ 3,956,763
Projected FY2006 Revenues		
Local	2,659,870	
State & Federal	-	
Other financing sources	<u>40,000</u>	
Total		2,699,870
Projected FY2006 Expenses	<u>3,398,937</u>	
Net Change		<u>(699,067)</u>
Projected Fund Balance 6/30/2006		3,257,696
Projected FY2007 Revenues		
Local	3,083,066	
State & Federal	-	
Other financing sources	<u>40,000</u>	
Total		3,123,066
Projected FY2007 Expenses	<u>3,757,787</u>	
Net Change		<u>(634,721)</u>
Projected Fund Balance 6/30/2007		<u>\$ 2,622,975</u>

**VEHICLE MAINTENANCE FUND  
FUND 12**

	FY2003 Actual Expenses	FY2004 Actual Expenses	FY2005 Actual Expenses	FY2006 Original Budget	FY2006 Estimated Budget	FY2007 Adopted Budget	%Change Original 2006/ Adopted 2007
<b><u>Expense By Activity</u></b>							
Vehicle & Equipment Maintenance	778,241	833,813	1,051,763	1,028,043	1,050,597	1,311,279	27.55%
Fleet Support Services	<u>1,244,662</u>	<u>1,370,143</u>	<u>1,474,172</u>	<u>1,850,340</u>	<u>2,348,340</u>	<u>2,446,508</u>	32.22%
Total Expenses	<u>2,022,903</u>	<u>2,203,956</u>	<u>2,525,935</u>	<u>2,878,383</u>	<u>3,398,937</u>	<u>3,757,787</u>	30.55%

<b><u>Expense By Category</u></b>							
Personnel Services	455,976	494,284	540,929	635,278	635,278	756,872	19.14%
Contractual Services	100,308	93,123	114,274	124,550	124,550	150,200	20.59%
Internal Services	7,388	13,438	9,069	12,200	12,200	22,015	80.45%
Other Charges	139,723	149,304	163,070	161,250	161,250	169,700	5.24%
Materials & Supplies	819,024	955,793	1,093,659	1,397,105	1,597,105	1,824,500	30.59%
Capital Outlay	<u>500,484</u>	<u>498,014</u>	<u>604,934</u>	<u>548,000</u>	<u>868,554</u>	<u>834,500</u>	52.28%
Total Expenses	<u>2,022,903</u>	<u>2,203,956</u>	<u>2,525,935</u>	<u>2,878,383</u>	<u>3,398,937</u>	<u>3,757,787</u>	30.55%

% of Total FY2007  
Funding Sources

<b><u>Funding Sources</u></b>							
Use of Money & Property	16,914	14,208	38,276	14,500	14,500	40,000	1.28%
Charges for Service	2,108,727	2,300,961	2,564,082	2,645,370	2,645,370	3,043,066	97.44%
Miscellaneous	35,534	56,428	41,570	40,000	40,000	40,000	1.28%
Transfer from Other Funds	-	94,164	70,000	-	-	-	0.00%
State Categorical Aid	-	2,682	-	-	-	-	0.00%
Federal Categorical Aid	-	11,831	-	-	-	-	0.00%
Total Funding Sources	<u>2,161,175</u>	<u>2,480,274</u>	<u>2,713,928</u>	<u>2,699,870</u>	<u>2,699,870</u>	<u>3,123,066</u>	<u>100.00%</u>

**FTE's**

Management	1.00	1.00	1.00	1.00	1.00	1.00
Admin/Clerical	1.00	1.00	1.00	1.00	1.00	1.00
Trades & Crafts	<u>8.00</u>	<u>8.00</u>	<u>8.00</u>	<u>8.00</u>	<u>9.00</u>	<u>10.00</u>
Total	<u>10.00</u>	<u>10.00</u>	<u>10.00</u>	<u>10.00</u>	<u>11.00</u>	<u>12.00</u>

